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Rockingham County Register of Deeds

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Hillsborough County Commissioner

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Rockingham County Finance Director

Bylaws Chair
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Rockingham County Superintendent



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Wendy Piper
Grafton County Commissioner

At-Large
Chris Coates
Cheshire County Administrator

At-Large
Ross Cunningham
Merrimack County Administrator

Executive Committee Meeting Minutes
Feb. 6, 2026 at 10:00 AM
Primex

I. Call to order

- a. Register Stacey calls the meeting to order at 10:02 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Administrator Shelley Richardson, Administrator David Ross (via Commissioner Pappas proxy), Administrator Matt Lagos (via Administrator Ferland proxy), Commissioner Martha McLeod (via Commissioner Hedberg proxy), Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Commissioner Leslie Feliciano (via Commissioner Pappas proxy), Superintendent Chris Brackett (via Commissioner Pappas proxy), Commissioner Sean Leavitt (via Commissioner Pappas proxy), Commissioner Tom Tombarello (via Director Kivikoski proxy), Administrator Ross Cunningham (via Superintendent Jewell proxy), Director Wendy Heath (via Superintendent Jewell proxy), Commissioner Stuart Trachy (via Superintendent Jewell proxy), Administrator Chris Coates (virtual), Director Sheryl Trombly (virtual), Administrator Louise Belanger (virtual), Administrator Mark Brady (virtual), Administrator Julie Libby (virtual), Superintendent Brian King (via Administrator Leboeuf proxy), Administrator Carina Park, Superintendent Michelle Wetherbee, Administrator Richard Leboeuf, Commissioner Claudia Stewart, Administrator Kathryn Kindopp, Commissioner Katie Hedberg, Administrator Craig Labore, Commissioner Wendy Piper, Commissioner Toni Pappas, Attorney Carolyn Kirby, Superintendent Joseph Costanzo, Administrator Heather Moquin, Superintendent Garrett Jewell, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, Register Cathy Stacey, Director Mary Bourque, County Manager Derek Ferland, Director Hilary Snide of the NHAC Executive Committee. Ms. Danielle Duchesne and Ms. Kate Horgan of the Dupont Group/Rumford Management.

II. Pledge of Allegiance

- a. Manager Ferland leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (January 9, 2026)

- a. Register Stacey presents the minutes from the January 6, 2026, meeting of the Committee. Commissioner Pappas makes a **MOTION** to approve the minutes. Superintendent Henry **SECONDS** the **MOTION**. Register Stacey takes a roll call vote: Administrator Shelley Richardson, aye; Administrator David Ross (via Commissioner Pappas proxy), aye; Administrator Matt Lagos (via Administrator Ferland proxy), aye;

Commissioner Martha McLeod (via Commissioner Hedberg proxy), aye; Administrator Ray Bower (via Commissioner Pappas proxy), aye; Commissioner George Maglaras (via Commissioner Pappas proxy), aye; Commissioner Leslie Feliciano (via Commissioner Pappas proxy), aye; Superintendent Chris Brackett (via Commissioner Pappas proxy), aye; Commissioner Sean Leavitt (via Commissioner Pappas proxy), aye; Commissioner Tom Tombarello (via Director Kivikoski proxy), aye; Administrator Ross Cunningham (via Superintendent Jewell proxy), aye; Director Wendy Heath (via Superintendent Jewell proxy), aye; Commissioner Stuart Trachy (via Superintendent Jewell proxy), aye; Administrator Chris Coates (virtual), aye; Director Sheryl Trombly (virtual), aye; Administrator Louise Belanger (virtual), aye; Administrator Mark Brady (virtual), aye; Administrator Julie Libby (virtual), aye; Superintendent Brian King (via Administrator Leboeuf proxy), aye; Administrator Carina Park, abstain; Superintendent Michelle Wetherbee, aye; Administrator Richard Leboeuf, aye; Commissioner Claudia Stewart, aye; Administrator Kathryn Kindopp, aye; Commissioner Katie Hedberg, aye; Administrator Craig Labore, aye; Commissioner Wendy Piper, abstain; Commissioner Toni Pappas, aye; Attorney Carolyn Kirby, aye; Superintendent Joseph Costanzo, aye; Administrator Heather Moquin, aye; Superintendent Garrett Jewell, aye; Superintendent Jason Henry, aye; Director Alison Kivikoski, aye; Director Chuck Nickerson, aye; Register Cathy Stacey, aye; Director Mary Bourque, aye; County Manager Derek Ferland, aye; Director Hilary Snide, aye. The **MOTION PASSES**.

IV. Financial Update – Chuck Nickerson

- a. Director Nickerson presents the financial report. Director Nickerson explains that expenses are tracking as expected, and revenues are showing all in as the accounting is on an accrual basis. Director Nickerson explains that the Association’s website domain renewal was on target, though the website platform subscription is higher than previously budgeted. Commissioner Pappas makes a **MOTION** to accept the financial report. Superintendent Henry **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Executive Committee appointments

- a. Ms. Horgan explains that Carroll still has a vacancy and that Belknap has appointed Administrator Carina Park to fill the vacancy.

VI. Awards Committee formation

- a. The following members have already been approved to serve on the Awards Committee: Commissioner Claudia Stewart (Cheshire), Superintendent Ben Champagne (Coos), Holly Elsholz (Grafton), Commissioner Toni Pappas (Hillsborough), Director Wendy Heath (Merrimack), Director Alison Kivikoski (Rockingham), Administrator Ray Bower (Strafford). The following counties still need a representative: Belknap, Carroll, and Sullivan.
- b. Director Snide makes a **MOTION** to nominate Human Resources Coordinator Linda Callahan. Manager Ferland **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VII. Association logo

- a. Ms. Duchesne explains that the Association opted for a new logo to celebrate the 50th anniversary of the Association’s founding. Now that the 50th anniversary has concluded, which logo would the Association like to continue with: the new blue and gold circle logo or the original blue and gray NH logo? Superintendent Henry makes a **MOTION** to move forward with the navy and gold circular logo. Superintendent Costanzo **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Legislative Conference

- a. Ms. Duchesne explains that the full schedule is posted online and that folks can register through the portal found at nhcounties.org/legislativeconference. Ms. Duchesne reminds committee members to reach out to their vendor partners and share the sponsorship opportunities – also found on the conference webpage. Ms. Horgan explains that counties should reach out to their delegation about free registration.

IX. Annual Conference

- a. Administrator Libby explains the possibility of a \$10 registration rate increase, citing the anticipated decrease in sponsorships and the removal of the \$20,000 50th Anniversary Assessment. The Committee agreed that the increase was suitable. Ms. Duchesne explains that the save the date, theme, hotel info, registration, and sponsorship packet, will be shared as planning continues.

X. County-State Finance Committee update – Administrator David Ross

- a. No update.

XI. State Government updates

- a. Ms. Horgan reports that the Legislative Committee produces letters and works with the NH Municipal Association if not able to testify in-person due to the volume of bills. Ms. Horgan highlights actions in the last week: HB 1607 was voted ought to pass, SB 626, regarding restricting right to know requests, was in committee. Ms. Horgan highlights actions for next week: Superintendent Henry will testify on HB 1801, HB 1491 has a work committee session, Register Berube will be in to testify on HB 1408 and Register Stacey will be in to testify on SB 663. Ms. Horgan is looking for someone to testify on the minutes bill, HB 1233, in addition to a letter to be submitted.
- b. Manager Ferland asks if online sign-ins and emailed letters have an impact. Ms. Horgan explains that some committees pay attention to online sign-ins while others may ignore. Ms. Horgan also explains that some Committees do reference letters that have been submitted so they do have value.
- c. Manager Ferland asks about the Association's appetite for a bill that outlines the recertification of collective bargaining units. Director Kivikoski and Director Nickerson are both interested in this opportunity. Ms. Horgan recommends holding a bill until the second filing period in order to craft the best advocacy strategy. Attorney Kirby highlights the possibility for new unions to form in place of decertified ones.

XII. Affiliate updates

- a. Corrections:
 - i. Register Stacey announces that Superintendent Henry will retire with his last day being February 27. Superintendent Henry will leave behind a number of vacancies: PTSD Study Committee (member); Retirement Board of Trustees (member), Bylaws Chair (Officers position), Certification Board (chair), Legislative Committee (chair), Opioid Abatement Commission (member), and Superintendents Affiliate (member).
 - ii. Superintendent Sean Coughlin will fill the Chair vacancy on the Certification Board. Register Stacey nominates Director Nickerson to fill the vacancy on the Retirement Board of Trustees. Director Kivikoski makes a **MOTION** to approve the nomination of Director Nickerson to the Retirement Board of Trustees. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**. Administrator Kindopp **SECONDS** the nomination.
 - iii. Superintendent Henry explains that the next meeting of the Certification Board and the Superintendent Affilaite will be February 20, the same day as the 127th Corrections Academy graduation. Superintendent Henry also explains that John

Banville will be Rockingham County Corrections Superintendent starting March 28.

- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: Register Stacey explains that the Affilaite will meet next week and will discuss bulk sales.
- e. Sheriffs: No report.
- f. Human Resources: Director Snide explains that the Affiliate is meeting at different locations across the counties in-person every other month.
- g. Administrators: No report.
- h. Nursing Home Administrators: Administrator Labore explains that the Affiliate will meet today and discuss educational speakers for the Annual Conference.

XIII. Other business

- a. No other business.

XIV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, March 6, 2026
 - ii. Friday, April 3, 2026
 - iii. Friday, May 1, 2026
 - iv. Friday, June 12, 2026
 - v. Friday, September 11, 2026
 - vi. Friday, October 2, 2026
 - vii. Tuesday, November 10, 2025 (Omni Mt. Washington)
 - viii. Friday, December 4, 2026

XV. Adjournment

- a. Superintendent Henry makes a **MOTION** to adjourn the meeting. Director Kivikoski **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on February 6, 2026.

Minutes approved on March 6, 2026.